



## MINUTES OF MEETING

**COMMITTEE:** Oneida County Fair Planning Team

**PLACE:** UW-Extension Conference Room, Lower Level, Airport Terminal  
3375 Airport Road, Rhinelander, WI 54501

**DATE:** Tuesday, July 24, 2018

**TIME:** 6:00 pm

**Members Present:** Fred Andrist, Jim Winkler, Theresa Seabloom, Bill Freudenberg, Tom Barnett, Jim Perlberg, Jean Platek, Robin Harrison, Linda Walker

**Absent:**

**Excused:** Cheryl Salzman

**Others Present:**

### MINUTES:

- 1. Call to Order and President's Announcements:** President Fred Andrist called the meeting to order at 6:00 p.m. The meeting was properly posted. The facility is handicap accessible.
- 2. Approve Agenda for Today's Meeting:** A motion was made by Perlberg, seconded by Winkler, to approve the agenda. Motion carried.
- 3. Approve Minutes of July 3, 2018:** A motion was made by Platek, seconded by Perlberg, to approve the July 3, 2018 minutes. Motion carried.
- 4. Approve Current Expenses:** A motion was made by Winkler, seconded by Platek, to approve the current expenses as presented. Motion carried.
- 5. Treasurer Report:** The report showed a balance of \$5,728.50. A motion was made by Freudenberg, seconded by Perlberg, to accept the Treasurer's Report as presented. Motion carried. Andrist explained the budget report he and Freudenberg are working on that will operate on a month-to-month basis through 2019, which will also include volunteer hours and in-kind donations.
- 6. CUW Committee Rep Report:** Winkler reported they talked of fundraising at the Oversight Committee. The Highway Department agreed to bring various park benches to the grounds and, on Monday after the Fair will pick up all gates, etc. to return to the Department. Comments were made wondering about not seeing Fair signs out. It was reported that six are now out, but more might be needed.
- 7. Fair Coordinator Report:** Barnett reported on progress to-date: He said we will use H&H Septic this year, not A-1 Septic like in the past. They will supply 15 regular and two handicapped stalls for a total cost of \$1850. A motion was made by Freudenberg, seconded by Harrison, to accept this bid. Motion carried. He stated again that we need more committee members to help cover the gates during the Fair, and decided not to cover the North gate this year if we don't have the help. Jenny Barnett and Winkler will manage the Exhibit Court and reported that the school district will acknowledge and support any school system personnel who will volunteer to help. The tents for the Exhibit Courts will be set up on Saturday and Sunday before the Fair.

**8. Area Updates:**

- a. **Fair Office:** The camper will be delivered on Monday to set up the Fair Office.
- b. **Set Up/Breakdown:** It was agreed we need more volunteers.
- c. **Exhibit Court:** Barnett and Winkler discussed some of the final thoughts on this matter. More volunteers are needed also.
- d. **Entertainment:** Seabloom explained that all contracts are in order and signed by Mott and Heintz of the County Board.
- e. **Talent Show:** Harrison reported we now have seven entries.
- f. **Raffle:** Perlberg reported we are off to a good start with \$1,660 made so far.
- g. **Gates:** Vendors were notified to park on Barnes Street after setting up. Barnett drew up a map showing how the fairgrounds will now be set up and the parking arrangement on the streets.
- h. **Trolley:** All driver spots are filled now.
- i. **Media:** Walker announced she will be taking photos and videos during the Fair to be used for next year's promos. She will also be doing a survey.
- j. **Security:** Eric Britton has this under control.
- k. **Donations Intake:** Will do next year.
- l. **20x20 Tent Setup:** Tom will figure this out.
- m. **Speaker Set Up:** Barnett and Andrist will take charge of putting up the three speakers.
- n. **Golf Carts:** Freudenberg reported we will be getting ten from Ecstasy, two from Northwoods, and four from Schroeder.
- o. **Other:** We will have Ken Kortenhoff come by the fairgrounds on Tuesday, July 31 at 6 pm to review again the Hazardous Weather Plan for committee members and any volunteers. Seabloom notified that the new tee-shirts are ready and can be picked up at the Fair office when set up on Monday.

**9. Emergency Plan Procedure:** Freudenberg said he's looking into getting the Pelican and the Crescent Fire Departments to help set up an EMS station near the office. It's possible we may not have full-time EMT coverage.

**10. Evaluation of Fair** We will do a quality debriefing when the Fair is over.

**11 Correspondence (specifically addressed to Committee)** None.

**12 Public Comment:** None

**13 Items to be included on Next Agenda:** Fair Debriefing, Payment of Expenses.

**14. Date of Future Meetings:** Tuesday, August 14, 2018 at 6:00 pm In the Extension Conference Room at the Airport.

**15. Adjournment:** The meeting was adjourned at 7:49 pm.

Respectfully submitted by,  
Theresa Seabloom, Secretary

Signed by President \_\_\_\_\_

Or Vice-President \_\_\_\_\_